



# City of Oregon City

## Meeting Minutes

### Library Board

625 Center Street  
Oregon City, OR 97045  
503-657-0891

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Wednesday, March 13, 2019

Commission Chambers

5:00 P.M.

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#### 1. Call To Order/Introductions:

In attendance were Ken Hall, Nick Dierckman, Scott Edwards, Larry Osborne, Kari Linder, and Cynthia Andrews. Maureen Cole, Library Director and Denise Butcher, Library Operations Manager represented staff.

Scott Edwards called the meeting to order at 5:07 PM.

#### 2. Approval of Minutes:

Nick Dierckman moved to approve the minutes of the February 2018 meeting, as written. Second by Cynthia Andrews. Motion passed, all in favor.

#### 3. Presentation by Youth Services Department:

Youth Services Librarian, Barratt Miller was in attendance and gave a very informative presentation on what services the Youth Department offers at the Library.

#### 4. Library Director Report and Statistics:

Maureen reported that we spent a lot of time and energy last month on patron behavior. It forced us to take a look at our current system. We have made good connections with Homeless Liaison Officer, Mike Day and Robin Schmidt, from Father's Heart.

The sound proofing project in the staff area has not happened yet. Progress is moving slowly but it will still happen.

Statistics were very good last month, with a significant change from last year. Our collection has greatly improved.

#### 5. Behavior Policy Review

We brought the Patron Behavior Policy to the last meeting, where the Board asked for some clarification of what criteria we would use for length of exclusion without being open to objection. We believe that we have added that clarity.

We changed the format so that they violations and consequences were grouped with like violations. The appeal process has been added to the end of the policy.

Larry Osborne moved to accept the revisions to the Patron Behavior Policy. Second by Kari Linder. Motion passed, all in favor.

#### 6. Budget and budget process:

In February, we received the estimate of district resources for next year, which came in with a conservative 3% increase. The Finance Department has looked at the expenses that we have had year to date and estimated what they project our end of year totals to be. The expectation is that the City will still be contributing \$150,000 per year. The budget is looking really good but we haven't had our final meeting with Finance yet. Sometimes money is taken away from our contribution if other

departments have needs. Without specifics, we are looking good for the next 2 years.

**7. Communications:**

LDAC – did not meet.

Friends of the Library – met today, with Ken present. They are having a 50% of sale right now at the book store before moving to the new building. They will close on May 31 and open in the new building on April 15. They will have a Grand Opening on May 1. They still need help with packing up books and moving, if anyone is available.

Foundation – did not meet in February, but are meeting next week. The major discussion will be the Dolly Partin Imagination Library.

Maureen reported that Greg Williams, the former Library Network Manager has been promoted to Deputy Director of Business and Community Services for Clackamas County. Finding a replacement for him was a big task. Kathryn Kohl, former Member Services Librarian for the Network, has been hired to replace him. They will now work on replacing Kathryn's former job.

**8. Future Agenda Items:**

- **Next meeting is April 10, 2019**
- **Adult Services Librarian**
- **Budget**

**9. Adjournment:**

The meeting adjourned at 6:10 PM.